

Minutes of the
Gasconade County Soil and Water Conservation District
Regular Board Meeting – USDA Service Center
314 S. Olive Street, Owensville, MO
Tuesday, February 3, 2015, 6:30 p.m.

Vice-Chairman Mike Haeffner called the regular board meeting to order at 6:30 p.m. Those present were: Vice-Chairman Mike Haeffner, Treasurer Matthew Estes, Member Debra Nowack, Secretary Matt Herring, District Conservationist Melinda Barch, District Technician II Kory Hubbard, and District Specialist II Diana Mayfield. Chairman Dennis Berger was absent.

The minutes of the January 6, 2015, meeting were reviewed. Debra Nowack made the motion to approve the minutes. Matt Estes seconded the motion. The motion carried 4-0. Diana Mayfield noted that she had spoken with Representative Tom Hurst in regards to the letters sent to the Governor and Director Colleen Meredith. He said to keep him informed and let him know if there is something he can do to help. There is also a response from the Governor's office in the agenda packet.

The January Treasurer's Report was reviewed. Matt Herring made a motion to approve the treasurer's report as presented. Debra Nowack seconded the motion. The motion carried 4-0. Diana Mayfield asked if the Board felt we should purchase more plat books since we are down to two. It was agreed that we should get more and perhaps have them available at the Annual Meeting.

The timesheets were reviewed. Debra Nowack moved to approve the submitted timesheets. Matt Herring seconded the motion. The motion carried 4-0.

Unfinished Business

- ❖ The Board discussed the Internship Program again. Melinda Barch indicated that Osage County had directed their staff to come up with some job descriptions but other than that they had made no decisions. She also reminded the Board that NRCS will be hosting an intern in the FOSA as well. Some possible jobs were discussed but most would require background checks and there was concern about travel issues for the intern, if there was a sharing option. Melinda Barch stressed that the position needs to have meaningful purpose. The Board reviewed the DNR Internship Flyer. No action was taken at this time.
- ❖ The Board noted that the OMS would be charging \$100 for the use of the Commons area this year. Diana Mayfield noted that she and Mike Haeffner have been soliciting items for the "Silent Auction." Diana sent out 30 letters to vendors asking for donations.
- ❖ The County Commission allocation was noted with the increase of \$75 for the Assessor's website, which will not be accessible until after July 1st, due to the Fiscal Year Allocation process.

- ❖ Diana Mayfield informed the Board that when she sent out the letters to the Board Candidates, Jeff Fahrenholtz withdrew from the running. She, therefore, contacted Dale Ridder, the Area I Nominating Committee Chairperson, and he then nominated Chelten Hasty, who has accepted the nomination and completed her paperwork. Also, Rena Gerloff, Area III Nominating Committee Chairperson, nominated Glenn Boettcher, and he has also turned in his paperwork. Matthew Estes moved to approve the nominees for the upcoming Area I Election. Matt Herring seconded the motion. Motion carried with a vote of 3-0 with Mike Haeffner abstaining. Matthew Estes moved to approve the nominees for the upcoming Area III Election. Matt Herring seconded the motion. Motion carried with a vote of 3-0 with Debra Nowack abstaining.

New Business

- ❖ Kory Hubbard reviewed the fund status with the Board. He explained that Grazing Management was getting @800 back due to some changes with the EDK application, which was reducing the amount of work being done at this time, and the Aaron Winter well project, which was almost doubling due to the actual well drilling components needed. Melinda Barch indicated that she had heard from Darrell Campbell in regards to the survey project for the Aubuchon Streambank project. They will be down on February 26th. This should take up a good portion of the Sensitive Area money. Seth Barroiz is also working on the Aubuchon Riparian Forest Buffer that will go along with the project. Kory Hubbard indicated that the woodland fencing projects have stalled but an article has gone out in the newsletter, so hopefully, that will pick back up. The variance for the Kopp waterway project was approved by the Board via e-mail on January 21st/22nd. This variance will allow both waterway projects to be completed at the same time. Kory Hubbard then reviewed all of the cost-share projects for Board approval. Mike Haeffner made a motion to approve the cost-share applications listed below. Matt Herring seconded the motion. The motion carried 4-0.

New Cooperators

- None

Contracts and Conservation Plans

- Jason & Tara Kopp, DWP-3, \$16,073.83, 062-15-0023 and Conservation Plan
- Gregory & Katherine Gerlemann, CRP Conservation Plan only

Change Orders

- Kevin & Vicky Huebner, N472, \$6,074.25, 062-15-0010 Approved by Debra Nowack, 01/15/15
- Paul A. Mundwiller, N574, \$2,236.57, 062-15-0011
- Kleine Himmel Vineyards, DSP-3.2, \$14,943.00, 062-15-0013
- Aaron Winter/Hillary Alexander, DSP-3.1, \$8,295.75, 062-15-0014

- EDK Farm LLC, DSP-3.2, \$4,695.00, 062-15-0024

Contract Payments

- Joseph & Amy Cartwright, N472, \$7,899.30, 062-15-0007 Approved by Matthew Estes, 01/12/15
- Kevin/Vicky Huebner, DSP-3.3, \$2,543.13, 062-15-0009 Approved by Debra Nowack, 01/13/15
- Kevin/Vicky Huebner, N472, \$5,891.34, 062-15-0010 Approved by Debra Nowack, 01/21/15

Cancellations

- None
- ❖ Matthew Estes moved to approve Vera & Todd Nicks as the Conservation Family of the Year. Matt Herring seconded the motion. The motion carried 4-0. Kory Hubbard noted that their farm would be a good site for a future farm tour.
- ❖ Debra Nowack moved to approve Sharon and Gary Mace as the Volunteers of the Year. Matthew Estes seconded the motion. The motion carried 4-0.
- ❖ Matthew Estes moved to approve the Owensville Walmart as the Cooperating Partner of the Year. Debra Nowack seconded the motion. The motion carried 4-0.
- ❖ No action was taken on the 2015 Education Seminar.
- ❖ No action was taken on the 2015 Regional Envirothon Request. Diana Mayfield indicated that neither of the local schools had opted to send a team this year. She and Kory Hubbard will be assisting with the event.
- ❖ Melinda Barch informed the Board that she has been selected as the District Conservationist for the Cole, Gasconade, Maries, and Osage County FOSA. Her new duties will begin February 23. She believes that the DC's who were not selected for the new positions will be titled – "Lead Resource Conservationist." Melinda Barch reviewed a few of the changes and said that we will have some "growing pain" but we will get through them. Mike Haeffner congratulated her on the selection on behalf of the Board. She indicated that the CSP deadline for sign-up is now February 27th and they are also taking EQIP applications as well.
- ❖ The Board reviewed the DNR Memorandums and Letters.
 - January 8, 2015 Letter – Fiscal Year 2016 Cost-share Allocation W/Early Allocation Request. The staff discussed with the board that they did not feel a need to request an early allocation at this time, due to the fact that each resource concern still has adequate funding available and that DNR is still pushing out supplemental allocations.
 - Memorandum 2015-010, Continuation of Fiscal Year 2015 (FY15) Supplemental Allocations
 - Memorandum 2015-011, Well Certification Fee

- ❖ The Board reviewed the NRCS & District reports as submitted.
- ❖ Mike Haeffner also expressed his condolences on behalf of the Board to Diana Mayfield in the sudden loss of her Father. She thanked the Board and staff for the memorial in his honor.
- ❖ Mike Haeffner entertained a motion to adjourn. Matthew Estes so moved. Matt Herring seconded the motion. All in favor. Meeting adjourned at 7:30 p.m.
- ❖ Next Regular Board Meeting is scheduled for Tuesday, March 3, 2015, at 6:30 p.m. at the USDA Service Center.

	3-3-15
Mike Haeffner, Vice-Chairman	Date
	3-3-15
Matt Herring, Secretary	Date

By: DIANA
01/28/15 8:36am

GASCONADE COUNTY SWCD
Treasurers Report

Page 1

Checking account #: MAIN
Dates: From 01/01/15 To 01/31/15

Check/Dep-#	Date	Description	Payee	Amount
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Checking account: MAIN	Beginning Checking Account Balance for: Jan	\$3,790.77		
Auto bal account #: 00-00-100				

Bank ID: 081512407	Bank name: Community Bank
Acct #: 2001322	Phone: 573-437-4444

Checks

1154989	01/02/15	MCHCP W/H PYMT	MCHCP	\$1,390.20
4988	01/02/15	PAYROLL-HUBBARD 01/02/15	KORY	\$957.61
4989	01/02/15	PAYROLL-MAYFIELD 01/02/15	DIANA	\$873.44
4992	01/12/15	PERMIT NUMBER 8	POSTMASTER	\$220.00
4990	01/16/15	HUBBARD-PAYROLL 01/16/15	KORY	\$997.41
4991	01/16/15	MAYFIELD-PAYROLL 01/16/15	DIANA	\$900.44
4993	01/22/15	DIANA'S AFLAC PYMT	AFLAC	\$209.43
4996	01/22/15	ANNUAL MEETING HALL	GCR2	\$100.00
4994	01/30/15	HUBBARD-PAYROLL 01/30/15	KORY	\$957.60
4995	01/30/15	MAYFIELD-PAYROLL 01/30/15	DIANA	\$873.44
4997	01/30/15	GREAT PLAINS PARTS	BOCKTING	\$152.90
9414995	01/30/15	941 JANUARY 2015	EFTPS	\$1,271.46
		Total Checks		\$8,903.93

By: DIANA
01/28/15 8:36am

GASCONADE COUNTY SWCD
Treasurers Report

Page 2

Checking account #: MAIN
Dates: From 01/01/15 To 01/31/15

Check/Dep-#	Date	Description	Payee	Amount
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Deposits

15GASCHI	01/06/15	Health Insurance 2015	(\$6,919.56)	Deposit
CR010615	01/06/15	PLAT BOOKS	(\$125.00)	Deposit
BI123114	01/16/15	BANK INTEREST	(\$1.48)	Deposit
15Gasc03	01/22/15	State Allottment	(\$21,319.20)	Deposit
		Total Deposits	(\$28,365.24)	

Total Deposits less Checks for the month: (\$19,461.31)

Ending Checkbook Balance: Jan **\$23,252.08**

-----End of report-----

By: DIANA
01/28/15 8:36am

GASCONADE COUNTY SWCD
Treasurers Report

Page 1

Checking account #: 130
Dates: From 01/01/15 To 01/31/15

Check/Dep-#	Date	Description	Payee	Amount
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Checking account: 130		Beginning Checking Account Balance for: Jan		\$10,017.56
Auto bal account #: 00-00-130				

Bank ID:	Bank name: Community Bank of Owensville
Acct #: 104503	Phone: 5734374444

Checks

Total Checks \$0.00

Deposits

CDI010915	01/22/15	CD INTEREST 01/09/15	(\$8.84)	Deposit
		Total Deposits	(\$8.84)	

Total Deposits less Checks for the month: (\$8.84)

Ending Checkbook Balance: Jan **\$10,026.40**

By: DIANA
01/28/15 8:37am

GASCONADE COUNTY SWCD
Treasurers Report

Page 1

Checking account #: 110
Dates: From 01/01/15 To 01/31/15

Check/Dep-#	Date	Description	Payee	Amount
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Checking account: 110		Beginning Checking Account Balance for: Jan		\$4,057.02
Auto bal account #: 00-00-110				

Bank ID: 081512407	Bank name: COMMUNITY BANK
Acct #: 248584	Phone:

Checks

Total Checks \$0.00

Deposits

Total Deposits \$0.00

Total Deposits less Checks for the month: \$0.00

Ending Checkbook Balance: Jan **\$4,057.02**

Reporting period: 01/01/15 to 01/31/15

Starting account: First Ending account: Last

Details are not shown

Print zero dollar accounts: No

Fund: 01 Local Funds

Account-#	Description	Beg-Bal	Tot-Debit	Tot-Credit	End-Bal
1-00-300	BEGINNING FUND BALANCE	(\$20,840.11)	\$0.00	\$0.00	(\$20,840.11)
01-00-400	INTEREST EARNED ON CHECKING	(\$15.32)	\$0.00	(\$1.48)	(\$16.80)
01-00-401	INTEREST ON CD	(\$17.56)	\$0.00	(\$8.84)	(\$26.40)
01-00-403	NEWSLETTER ADVERTIZING DONATIO	(\$37.50)	\$0.00	\$0.00	(\$37.50)
01-00-404	COUNTY COMMISSION	(\$2,250.00)	\$0.00	\$0.00	(\$2,250.00)
01-00-406	DONATIONS FIELD DAYS	(\$400.00)	\$0.00	\$0.00	(\$400.00)
01-00-408	SAVINGS DEPOSITS	(\$4.06)	\$0.00	\$0.00	(\$4.06)
01-00-415	SALE OF GOODS-PLAT BOOKS	(\$1,477.45)	\$0.00	(\$125.00)	(\$1,602.45)
01-00-430	ATV EQUIPMENT RENTAL	(\$60.00)	\$0.00	\$0.00	(\$60.00)
01-00-431	ROTOWIPER RENTAL	(\$75.00)	\$0.00	\$0.00	(\$75.00)
01-00-432	JOHN DEERE DRILL RENTAL	(\$2,673.00)	\$0.00	\$0.00	(\$2,673.00)
01-00-433	GREAT PLAINS DRILL RENTAL	(\$1,538.50)	\$0.00	\$0.00	(\$1,538.50)
01-00-504	DISTRICT MANAGER RETIREMENT	\$35.52	\$0.00	\$0.00	\$35.52
01-00-515	MANAGERS GROSS SALARY - DIANA	\$723.20	\$155.20	(\$11.20)	\$867.20
01-00-518	TECHNICIAN SALARY - KORY	\$246.40	\$44.80	(\$11.20)	\$280.00
01-00-526	District Portion Health -Techn	\$85.32	\$34.22	\$0.00	\$119.54
01-00-527	TECHNICIAN RETIREMENT	\$13.44	\$0.00	\$0.00	\$13.44
01-00-536	DISTRICT PORTION HEALTH INS MA	\$85.32	\$34.22	\$0.00	\$119.54
01-00-540	EMPLOYEE TRAVEL-MGMT	\$132.95	\$0.00	\$0.00	\$132.95
01-00-541	EMPLOYEE TRAVEL-TECH	\$53.32	\$0.00	\$0.00	\$53.32
01-00-545	SUPERVISOR TRAVEL	\$325.35	\$0.00	\$0.00	\$325.35
01-00-547	BOARD MEETINGS	\$86.37	\$0.00	\$0.00	\$86.37
01-00-556	PLAT BOOKS	\$1,620.00	\$0.00	\$0.00	\$1,620.00
01-00-631	DRILL INSURANCE	\$593.38	\$0.00	\$0.00	\$593.38
01-00-632	JOHN DEERE DRILL REPAIR	\$1,595.27	\$0.00	\$0.00	\$1,595.27
01-00-633	GREAT PLAINS DRILL REPAIR	\$1,942.57	\$152.90	\$0.00	\$2,095.47
01-00-635	JOHN DEERE MAINTENANCE	\$600.00	\$0.00	\$0.00	\$600.00
01-00-638	ROTOWIPER REPAIR	\$37.22	\$0.00	\$0.00	\$37.22
01-00-639	ATV REPAIR/EXPENSE	\$137.52	\$0.00	\$0.00	\$137.52
01-00-640	ADVERTISING AND PROMOTION	\$37.00	\$0.00	\$0.00	\$37.00
01-00-770	INFORMATION/EDUCATION EXPENSES	\$149.97	\$0.00	\$0.00	\$149.97
01-00-830	ANNUAL MEETING	\$669.15	\$0.00	\$0.00	\$669.15
01-00-833	DEMONSTRATIONS/FIELD DAYS	\$369.93	\$0.00	\$0.00	\$369.93

Summary Page:

Beginning Balance:	(\$19,849.30)
Total Income:	(\$135.32)
Total Expenses:	\$398.94
Funds Remaining:	(\$19,585.68)

MAYFIELD, DIANA M

62 - GASCONADE SWCD
314 SOUTH OLIVE
OWENSVILLE, MO 65066
(573)437-3478 EXT: 3

Time Period Ending: 01/19/2015 11:30:00 AM

Status: Pending Board Approval

Week 1	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Total
Line Item	5	6	7	8	9	10	11	12	
Start Time		07:00 AM	07:00 AM	07:00 AM	07:00 AM			07:00 AM	
Stop Time		08:15 PM	04:30 PM	04:30 PM	03:30 PM			12:00 PM	
WORK - ACCOUNTING	0:00	2:00	1:30	0:00	0:00	0:00	0:00	0:00	3:30
WORK - BOARD MEETING	0:00	4:15	1:30	0:00	0:00	0:00	0:00	3:00	8:45
WORK - COST-SHARE ADMINISTRATION	0:00	0:15	0:00	1:00	2:00	0:00	0:00	0:00	3:15
WORK - ELECTION	0:00	1:45	0:00	0:00	0:00	0:00	0:00	0:30	2:15
WORK - OFFICE ADMINISTRATION	0:00	2:45	5:30	1:00	1:30	0:00	0:00	1:00	11:45
WORK - PUBLIC INFORMATION/EDUCATION ACTIVITIES	0:00	0:00	0:00	5:00	5:30	0:00	0:00	0:30	11:00
WORK - USDA ADMINISTRATIVE ASSISTANCE	0:00	0:15	0:30	2:00	0:00	0:00	0:00	0:00	2:45
Total	0:00	11:15	9:00	9:00	9:00	0:00	0:00	5:00	43:15

MAYFIELD, DIANA M

62 - GASCONADE SWCD
314 SOUTH OLIVE
OWENSVILLE, MO 65066
(573)437-3478 EXT: 3

Time Period Ending: 01/19/2015 11:30:00 AM

Status: Pending Board Approval

Week 2	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Total
Line Item	12	13	14	15	16	17	18	19	
Start Time	12:30 PM	07:00 AM	07:00 AM	07:00 AM	07:00 AM				
Stop Time	03:30 PM	04:30 PM	04:30 PM	04:30 PM	04:30 PM				
ADMINISTRATIVE LEAVE (PAID)	0:00	0:00	6:00	9:00	9:00	0:00	0:00	0:00	24:00
ANNUAL LEAVE	1:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	1:00
WORK - ACCOUNTING	2:00	0:30	0:00	0:00	0:00	0:00	0:00	0:00	2:30
WORK - COST-SHARE ADMINISTRATION	1:00	1:00	0:30	0:00	0:00	0:00	0:00	0:00	2:30
WORK - ELECTION	0:00	0:30	0:00	0:00	0:00	0:00	0:00	0:00	0:30
WORK - OFFICE ADMINISTRATION	0:00	3:30	2:30	0:00	0:00	0:00	0:00	0:00	6:00
WORK - USDA ADMINISTRATIVE ASSISTANCE	0:00	3:30	0:00	0:00	0:00	0:00	0:00	0:00	3:30
Total	4:00	9:00	9:00	9:00	9:00	0:00	0:00	0:00	40:00

ADMINISTRATIVE LEAVE (PAID) Bereavement Leave
 WORK - ACCOUNTING scan quarterly report, payroll, mentoring
 WORK - BOARD MEETING Board Prep, Mtg 6 - 8:15 p.m., post work
 WORK - COST-SHARE ADMINISTRATION Kopp, Cartwright, Huebner
 WORK - OFFICE ADMINISTRATION new printer installation, ebay(ink, toner)
 WORK - PUBLIC INFORMATION/EDUCATION ACTIVITIES Poster Board, Envirothon, Annual Meeting, donation letters
 WORK - USDA ADMINISTRATIVE ASSISTANCE Active Shooter, EQIP Mailing, CSP Folders, Module I

MAYFIELD, DIANA M

62 - GASCONADE SWCD
314 SOUTH OLIVE
OWENSVILLE, MO 65066
(573)437-3478 EXT: 3

Time Period Ending: 01/19/2015 11:30:00 AM

Status: Pending Board Approval

Earned This Pay Period:

Annual Leave Accrued: 6:00

Compensation Time Accrued: 4:52

Sick Leave Accrued: 4:00

Hours Exceeding Work Schedule: 0:00

Note: Leave balances are as of the last approved timesheet

Annual Leave Balance: 105:30

Compensation Time Balance: 0:10

Sick Leave Balance: 465:45

Military Leave Balance: 0:00

Pay Rate: \$14.59

Employee Signature:

Diana Mayfield

Date:

1/21/15

Board Member Signature:

Matt [Signature]

Date:

1-22-15

Time Period Ending: 01/05/2015 11:30:00 AM

Status: Pending Board Approval

Week 1	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	
Line Item	22	23	24	25	26	27	28	29	Total
Start Time	12:30 PM	07:00 AM	07:00 AM	07:00 AM	07:00 AM			07:00 AM	
Stop Time	04:30 PM	04:30 PM	04:30 PM	04:30 PM	03:30 PM			12:00 PM	
ADMINISTRATIVE LEAVE (PAID)	0:00	0:00	4:00	0:00	0:00	0:00	0:00	0:00	4:00
COMP TIME	0:00	0:00	0:00	1:00	1:00	0:00	0:00	0:00	2:00
HOLIDAY	0:00	0:00	0:00	8:00	8:00	0:00	0:00	0:00	16:00
WORK - ACCOUNTING	2:00	1:00	0:00	0:00	0:00	0:00	0:00	0:00	3:00
WORK - BOARD MEETING	0:00	1:30	1:30	0:00	0:00	0:00	0:00	0:00	3:00
WORK - ELECTION	0:00	0:15	0:15	0:00	0:00	0:00	0:00	0:00	0:30
WORK - EQUIPMENT RENTAL	0:15	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:15
WORK - LANDOWNER PROGRAM AWARENESS	0:30	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:30
WORK - OFFICE ADMINISTRATION	0:45	6:15	3:15	0:00	0:00	0:00	0:00	0:00	10:15
WORK - USDA ADMINISTRATIVE ASSISTANCE	0:30	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:30
Total	4:00	9:00	9:00	9:00	9:00	0:00	0:00	0:00	40:00

Board Member Initials: MLRDate: 1-12-15

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Time Period Ending: 01/05/2015 11:30:00 AM

Status: Pending Board Approval

Week 2	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	
Line Item	29	30	31	1	2	3	4	5	Total
Start Time	12:30 PM	07:00 AM	07:00 AM	07:00 AM	07:00 AM				
Stop Time	04:30 PM	04:30 PM	04:30 PM	04:30 PM	04:30 PM				
ANNUAL LEAVE	0:00	8:15	9:00	1:00	9:00	0:00	0:00	0:00	27:15
COMP TIME	4:00	0:45	0:00	0:00	0:00	0:00	0:00	0:00	4:45
HOLIDAY	0:00	0:00	0:00	8:00	0:00	0:00	0:00	0:00	8:00
Total	4:00	9:00	9:00	9:00	9:00	0:00	0:00	0:00	40:00

ADMINISTRATIVE LEAVE (PAID)
ANNUAL LEAVE
HOLIDAY
WORK - ACCOUNTING
WORK - BOARD MEETING
WORK - ELECTION
WORK - LANDOWNER PROGRAM AWARENESS
WORK - USDA ADMINISTRATIVE ASSISTANCE

CHRISTMAS HOLIDAY ADMINISTRATIVE LEAVE

CHRISTMAS VACATION
CHRISTMAS HOLIDAY
PAYROLL, QTRLY REPORT
Prep Work
Area I nominating committee
MERTZ

WETLAND MAPS

Earned This Pay Period:

Annual Leave Accrued: 6:00

Sick Leave Accrued: 4:00

Compensation Time Accrued: 0:00

Hours Exceeding Work Schedule: 0:00

Note: Leave balances are as of the last approved timesheet

Annual Leave Balance: 126:45

Sick Leave Balance: 461:45

Compensation Time Balance: 6:55

Military Leave Balance: 0:00

Pay Rate: \$14.59

Employee Signature: Diana MayfieldDate: 1/6/15Board Member Signature: [Signature]Date: 1-12-15

HUBBARD, KORY D

62 - GASCONADE SWCD
314 SOUTH OLIVE
OWENSVILLE, MO 65066
(573)437-3478 EXT: 3

Time Period Ending: 01/19/2015 11:30:00 AM

Status: Pending Board Approval

Week 1	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	
Line Item	5	6	7	8	9	10	11	12	Total
Start Time	12:30 PM	07:00 AM	07:00 AM	07:00 AM	07:00 AM				
Stop Time	04:30 PM	04:30 PM	04:30 PM	04:30 PM	04:30 PM				
SICK LEAVE	4:00	9:00	0:00	0:00	0:00	0:00	0:00	0:00	13:00
DSP 3.2 - TECHNICAL	0:00	0:00	2:00	0:00	3:00	0:00	0:00	0:00	5:00
DSP 3.3 - TECHNICAL	0:00	0:00	0:00	2:00	1:30	0:00	0:00	0:00	3:30
DWP-03 - TECHNICAL	0:00	0:00	0:00	0:30	0:00	0:00	0:00	0:00	0:30
N472 - TECHNICAL	0:00	0:00	0:00	4:00	1:00	0:00	0:00	0:00	5:00
WORK - GENERAL LANDOWNER CONTACT	0:00	0:00	0:30	0:00	1:00	0:00	0:00	0:00	1:30
WORK - OFFICE ADMINISTRATION	0:00	0:00	1:30	1:30	2:30	0:00	0:00	0:00	5:30
WORK - TRAINING	0:00	0:00	0:30	1:00	0:00	0:00	0:00	0:00	1:30
WORK - USDA ADMINISTRATIVE ASSISTANCE	0:00	0:00	4:30	0:00	0:00	0:00	0:00	0:00	4:30
Total	4:00	9:00	9:00	9:00	9:00	0:00	0:00	0:00	40:00

Board Member Initials: ME

Date: 1-22-15

Page 1 of 2

HUBBARD, KORY D

62 - GASCONADE SWCD
314 SOUTH OLIVE
OWENSVILLE, MO 65066
(573)437-3478 EXT: 3

Time Period Ending: 01/19/2015 11:30:00 AM

Status: Pending Board Approval

Week 2	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	
Line Item	12	13	14	15	16	17	18	19	Total
Start Time		07:00 AM	07:00 AM	07:00 AM	07:00 AM			07:00 AM	
Stop Time		04:30 PM	04:30 PM	03:30 PM	04:30 PM			12:00 PM	
HOLIDAY	0:00	0:00	0:00	0:00	0:00	0:00	0:00	5:00	5:00
DSP 3.2 - TECHNICAL	0:00	1:30	0:00	3:30	4:30	0:00	0:00	0:00	9:30
DSP 3.3 - TECHNICAL	0:00	1:00	0:00	0:00	0:00	0:00	0:00	0:00	1:00
DWP-03 - TECHNICAL	0:00	0:00	3:30	0:00	0:00	0:00	0:00	0:00	3:30
DSL-01 - TECHNICAL	0:00	1:30	0:00	0:00	0:00	0:00	0:00	0:00	1:30
WORK - GENERAL LANDOWNER CONTACT	0:00	3:00	3:30	1:30	1:30	0:00	0:00	0:00	9:30
WORK - OFFICE ADMINISTRATION	0:00	1:00	2:00	3:00	3:00	0:00	0:00	0:00	9:00
WORK - USDA TECHNICAL ASSISTANCE	0:00	1:00	0:00	0:00	0:00	0:00	0:00	0:00	1:00
Total	0:00	9:00	9:00	8:00	9:00	0:00	0:00	5:00	40:00

HOLIDAY
DSP 3.2 - TECHNICAL
DSP 3.3 - TECHNICAL
DWP-03 - TECHNICAL
N472 - TECHNICAL
DSL-01 - TECHNICAL

Martin Luther King
Withouse, Winters, Uthlaut
Huebner, Cartwright
Kopp
cartwright, Huebner
Behr

Earned This Pay Period:

Annual Leave Accrued: 4:00

Sick Leave Accrued: 4:00

Compensation Time Accrued: 0:00

Hours Exceeding Work Schedule: 0:00

Note: Leave balances are as of the last approved timesheet

Annual Leave Balance: 77:30

Sick Leave Balance: 113:15

Compensation Time Balance: 0:08

Military Leave Balance: 0:00

Pay Rate: \$14.15

Employee Signature: Kory Hubbard

Board Member Signature: M. E.

Date: 1-20-15

Date: 1-22-15

HUBBARD, KORY D

62 - GASCONADE SWCD
314 SOUTH OLIVE
OWENSVILLE, MO 65066
(573)437-3478 EXT: 3

Time Period Ending: 01/05/2015 11:30:00 AM

Status: Pending Board Approval

Week 1	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	
Line Item	22	23	24	25	26	27	28	29	Total
Start Time	12:30 PM	07:00 AM	07:00 AM	07:00 AM	07:00 AM			07:00 AM	
Stop Time	04:30 PM	04:30 PM	04:30 PM	04:30 PM	03:30 PM			12:00 PM	
ANNUAL LEAVE	4:00	9:00	6:00	0:00	0:00	0:00	0:00	0:00	19:00
HOLIDAY	0:00	0:00	0:00	8:00	8:00	0:00	0:00	0:00	16:00
WORK - GENERAL LANDOWNER CONTACT	0:00	0:00	0:00	0:00	0:00	0:00	0:00	1:30	1:30
WORK - OFFICE ADMINISTRATION	0:00	0:00	0:00	0:00	0:00	0:00	0:00	3:30	3:30
Total	4:00	9:00	6:00	8:00	8:00	0:00	0:00	5:00	40:00

Board Member Initials: MLE Date: 1-12-15
Page 1 of 2

HUBBARD, KORY D

62 - GASCONADE SWCD
314 SOUTH OLIVE
OWENSVILLE, MO 65066
(573)437-3478 EXT: 3

Time Period Ending: 01/05/2015 11:30:00 AM

Status: Pending Board Approval

Week 2	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	
Line Item	29	30	31	1	2	3	4	5	Total
Start Time	12:30 PM	07:00 AM	07:00 AM	07:00 AM	07:00 AM			07:00 AM	
Stop Time	04:30 PM	04:30 PM	01:30 PM	04:30 PM	03:30 PM			12:00 PM	
HOLIDAY	0:00	0:00	0:00	8:00	0:00	0:00	0:00	0:00	8:00
SICK LEAVE	0:00	0:00	0:00	0:00	0:00	0:00	0:00	5:00	5:00
DSP 3.2 - TECHNICAL	0:45	0:30	3:30	0:00	2:00	0:00	0:00	0:00	6:45
DSP 3.3 - TECHNICAL	0:30	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:30
WORK - GENERAL LANDOWNER CONTACT	0:30	2:00	0:30	0:00	1:30	0:00	0:00	0:00	4:30
WORK - OFFICE ADMINISTRATION	1:30	5:30	2:00	0:00	4:30	0:00	0:00	0:00	13:30
WORK - TRAINING	0:00	1:00	0:00	0:00	0:00	0:00	0:00	0:00	1:00
WORK - USDA TECHNICAL ASSISTANCE	0:45	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:45
Total	4:00	9:00	6:00	8:00	8:00	0:00	0:00	5:00	40:00

DSP 3.2 - TECHNICAL

Withouse

Earned This Pay Period:

Annual Leave Accrued: 4:00

Compensation Time Accrued: 0:00

Sick Leave Accrued: 4:00

Hours Exceeding Work Schedule: 0:00

Note: Leave balances are as of the last approved timesheet

Annual Leave Balance: 92:30

Compensation Time Balance: 0:08

Sick Leave Balance: 114:15

Military Leave Balance: 0:00

Pay Rate: \$14.15

Employee Signature: Kory Hubbard

Date: 1-6-15

Board Member Signature: [Signature]

Date: 1-12-15

QUERY:

Peggy – Can you query districts regarding the Summer Internship?

Can you ask other districts if they would be willing to share their experiences?

Sharing intern with other counties - PRO/CONS

Job descriptions

Task the intern completed

Was Toolkit access obtained

Logistically was there a computer / phone available for the intern to utilize?

Any input would be truly appreciated. Thank you!

RESPONSES:

Angie,

On the intern questions, Dwight & I used an intern last summer and got along well. We shared with another county and probably will again this summer. We are busy enough to take someone to the field about 2-3 days per week so that's why it works well to share and give the intern the full benefits of working full time between 2 counties. We tried to jump thru the hoops of security clearance, but nothing ever came from it. We got everything turned in very early but nothing was done further on up the chain to finalize it so we won't bother trying that again. We didn't really have an extra phone, but the intern really only used it if one of use was gone for the day or busy with a landowner.

Hope this helps – if you have any other questions specific to our experience, please feel free to ask ☺

Angie Leonard

District Manager

Johnson County Soil & Water Conservation District

Phone: 660.747.8400 Ext. 3

Angie, I received an e-mail asking about internship feedback. You're in luck. I was a summer intern and just got hired on full time here. Answer a few of these questions that were sent out.

- 1- I was an intern for just Marion county and it worked out great that way. I don't think moving between counties for an intern is very feasible since you are paying minimum wage and that doesn't leave much room for travel expenses.
- 2- For the most part I assisted the two technicians that were here. I just helped out with whatever I could. A lot of times in the office I was restricted to watching the two technicians do their stuff.
- 3- I was never allowed to access Toolkit of EFT. I was not granted permissions to use a federal computer. Apparently there are background check requirements for that.
- 4- I didn't have my own computer to use, however I did receive a login for the district computers but no e-mail address. I could access a computer when someone else wasn't using theirs.
- 5- I did not have a phone.
- 6- Also I was not allowed to drive the government vehicles. We checked into it, but they won't approve interns to drive them.

If you have anymore questions, feel free to ask.

Joey Buckman

District Technician I
Marion County SWCD
6465 Highway 168 West, Suite B.
Palmyra, MO 63461-3023
Phone: (573)769-2235 ext. 3
Fax: (855)849-1537

Hi Angie,

We hired an ag student and it was not the best of times to do this. First, we are in our hurry up and get it done time (end of the fiscal year and accounting year-end) so there really isn't much time to teach them anything about what we are doing as things need to get done in a timely manner. There wasn't much field work going on because crops were all in so no field visits were completed, we did get her out to do some spot checks. We did have her do some office tasks such as straightening out the storage room, filing, and fixing labels on NRCS folders but only when a computer was available which was only for an hour in the morning if she came in early before the technician and there were no phones available to her. Toolkit was not an option because they need to go through security checks and they are not here long enough to go through that (by the time they got it done they would be gone already).

I knew the intern we had before she started, I heard she made comments about not liking it here and she just put in her time. I have an earthteam volunteer working right now and I may consider her for an internship if she likes it here as she will know a little bit more what is going on more so then someone coming in at the end of our fiscal year.

I couldn't imagine sharing an intern as each office does things so differently.

Good luck, if you have a lot of time to work with someone it would probably be just fine but of course you need to get your things done first.

Sue Denninger, Ste. Genevieve SWCD



GASCONADE COUNTY COMMISSION

119 E. 1ST ST., ROOM 2, HERMANN, MISSOURI 65041
(573) 486-5427 FAX (573) 486-8893
EMAIL : gasconade@sos.mo.gov

VACANT
COMMISSIONER
NORTHERN DISTRICT

LARRY MISKEL
PRESIDING
COMMISSIONER

JERRY D. LAIRMORE
COMMISSIONER
SOUTHERN DISTRICT

January 15, 2015

Gasconade County Soil & Water Conservation District
314 S. Olive
Owensville, Mo 65066

Dear Members Soil & Water Conservation District,

This notice is to inform you that the Gasconade County Commission has tentatively approved your budget for 2015 as follows:

Requested	Approved
<u>\$ 2,325</u>	<u>\$ 2,325</u>

The official budget adoption will be Thursday, January 29, 2015 at 9:00 a.m.

Sincerely,

Lesa Lietzow
County Clerk / Budget Officer

VERIFICATION OF SUPERVISOR ELIGIBILITY

**To qualify for office, according to Missouri's Code of State Regulations,
10 CSR 70-2.020, Conduct of Supervisor Elections, a candidate shall:**

- 1) Be a land representative as defined by "The owner, or representative authorized by power of attorney, of any farm lying within the soil and water conservation district (SWCD); provided, however, that any land representative must be a taxpayer of the county within which the SWCD is located," and
- 2) Be a resident taxpaying citizen within that SWCD for two (2) years preceding the appointment to the District Board of Supervisors by the Commission, and
- 3) Be a cooperator of the SWCD defined as "A person who is actively involved in farming and practices conservation activities related to agriculture," and
- 4) Reside in or own a farm lying in the same territory where the board position is vacant.

The undersigned certify that the candidate meets all of the above stated eligibility requirements to serve as a supervisor for the Gasconade County Soil and Water Conservation District.

Chairperson (or acting) Signature: Mike Haefner Date: 2-3-15

Candidate Signature: Debra Nowack Date: 1-23-15

VERIFICATION OF SUPERVISOR ELIGIBILITY

To qualify for office, according to Missouri's Code of State Regulations,
10 CSR 70-2.020, Conduct of Supervisor Elections, a candidate shall:

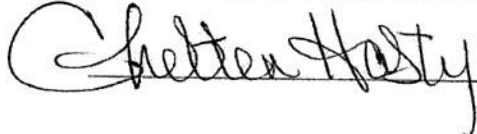
- 1) Be a land representative as defined by "The owner, or representative authorized by power of attorney, of any farm lying within the soil and water conservation district (SWCD); provided, however, that any land representative must be a taxpayer of the county within which the SWCD is located," and
- 2) Be a resident taxpaying citizen within that SWCD for two (2) years preceding the appointment to the District Board of Supervisors by the Commission, and
- 3) Be a cooperator of the SWCD defined as "A person who is actively involved in farming and practices conservation activities related to agriculture," and
- 4) Reside in or own a farm lying in the same territory where the board position is vacant.

The undersigned certify that the candidate meets all of the above stated eligibility requirements to serve as a supervisor for the Gasconade County Soil and Water Conservation District.

Chairperson (or acting) Signature:

 Date: 2-3-15

Candidate Signature:

 Date: 1/25/15

VERIFICATION OF SUPERVISOR ELIGIBILITY

**To qualify for office, according to Missouri's Code of State Regulations,
10 CSR 70-2.020, Conduct of Supervisor Elections, a candidate shall:**

- 1) Be a land representative as defined by "The owner, or representative authorized by power of attorney, of any farm lying within the soil and water conservation district (SWCD); provided, however, that any land representative must be a taxpayer of the county within which the SWCD is located," and
 - 2) Be a resident taxpaying citizen within that SWCD for two (2) years preceding the appointment to the District Board of Supervisors by the Commission, and
 - 3) Be a cooperator of the SWCD defined as "A person who is actively involved in farming and practices conservation activities related to agriculture," and
 - 4) Reside in or own a farm lying in the same territory where the board position is vacant.
-

The undersigned certify that the candidate meets all of the above stated eligibility requirements to serve as a supervisor for the Gasconade County Soil and Water Conservation District.

Chairperson (or acting) Signature: Mike Halper Date: 2-3-15

Candidate Signature: Glenn Baettcher Date: 1-26-15

Fund Status (2015)

62 - GASCONADE SWCD
314 SOUTH OLIVE
OWENSVILLE, MO 65066
(573)437-3478 EXT: 3

CC PILOT COVER CROP						
Resource Concern	Total Allocation	Obligated	Unobligated	Contract Payments	Remaining Payments	Pending
PILOT COVER CROP 2015	\$4,800.00	\$0.00	\$4,800.00	\$0.00	\$4,800.00	\$0.00
Project Sub Total	\$4,800.00	\$0.00	\$4,800.00	\$0.00	\$4,800.00	\$0.00
GM GRAZING MANAGEMENT						
Resource Concern	Total Allocation	Obligated	Unobligated	Contract Payments	Remaining Payments	Pending
GRAZING MANAGEMENT 2015	\$81,722.00	\$55,897.47	\$25,824.53	\$17,498.72	\$64,223.28	-\$861.82
Project Sub Total	\$81,722.00	\$55,897.47	\$25,824.53	\$17,498.72	\$64,223.28	-\$861.82
SA SENSITIVE AREAS						
Resource Concern	Total Allocation	Obligated	Unobligated	Contract Payments	Remaining Payments	Pending
SENSITIVE AREAS 2015	\$36,500.00	\$15,954.57	\$20,545.43	\$13,718.00	\$22,782.00	\$0.00
Project Sub Total	\$36,500.00	\$15,954.57	\$20,545.43	\$13,718.00	\$22,782.00	\$0.00
SGE SHEET AND RILL / GULLY EROSION						
Resource Concern	Total Allocation	Obligated	Unobligated	Contract Payments	Remaining Payments	Pending
SHEET AND RILL / GULLY E 2015	\$42,277.00	\$3,062.57	\$39,214.43	\$3,062.57	\$39,214.43	\$16,073.83
Project Sub Total	\$42,277.00	\$3,062.57	\$39,214.43	\$3,062.57	\$39,214.43	\$16,073.83
WE WOODLAND EROSION						
Resource Concern	Total Allocation	Obligated	Unobligated	Contract Payments	Remaining Payments	Pending
WOODLAND EROSION 2015	\$38,150.00	\$20,747.44	\$17,402.56	\$15,679.14	\$22,470.86	\$0.00
Project Sub Total	\$38,150.00	\$20,747.44	\$17,402.56	\$15,679.14	\$22,470.86	\$0.00
Grand Totals	203,449.00	\$95,662.05	\$107,786.95	\$49,958.43	\$153,490.57	\$15,212.01

Mayfield, Diana

From: Herring, Matthew <HerringM@missouri.edu>
Sent: Wednesday, January 21, 2015 8:44 AM
To: Mayfield, Diana; Debbie Nowack (debgib1972@gmail.com); Debra - Nowack (debra.nowack@mo.usda.gov); Dennis Berger 0 (denbobsplace@hotmail.com); Matthew Estes (ball1@fidmail.com); Matthew Estes (matttestes71@gmail.com); Mike Haeffner (mhaeffner@centurytel.net); Susie Haeffner (mhaeffner@centurytel.net); Melinda - Barch (Melinda.Barch@mo.usda.gov); Hubbard, Kory
Cc:
Subject: RE: Kopp waterway

I would approve the variance.

Matt Herring

From: Mayfield, Diana [mailto:diana.mayfield@swcd.mo.gov]
Sent: Wednesday, January 21, 2015 8:42 AM
To: Debbie Nowack (debgib1972@gmail.com); Debra - Nowack (debra.nowack@mo.usda.gov); Dennis Berger 0 (denbobsplace@hotmail.com); Matthew Estes (ball1@fidmail.com); Matthew Estes (matttestes71@gmail.com); Herring, Matthew; Mike Haeffner (mhaeffner@centurytel.net); Susie Haeffner (mhaeffner@centurytel.net); Melinda - Barch (Melinda.Barch@mo.usda.gov); Hubbard, Kory
Cc: Melinda - Barch (Melinda.Barch@mo.usda.gov); Hubbard, Kory
Subject: FW: Kopp waterway

Please see the note below from Kory on the Kopp Waterway project. We are requesting a variance to override the \$10,000 limit. The \$17,882 is the 75% that the landowner would receive. The total project will cost \$23,842.67 at the state average cost.

Diana Mayfield

District Specialist II
Gasconade County SWCD
314 S. Olive Street
Owensville, MO 65066
573-437-3478 ext 3
FAX 573-437-4771

From: Hubbard, Kory
Sent: Wednesday, January 21, 2015 8:14 AM
To: Mayfield, Diana
Subject: Kopp waterway

Diana,

Kopps 2 waterways are going to be a total of 17,882 dollars. He requested a variance to be able to complete both at the same time while the dozer operator was available.

We currently have 39,214 in sheet and rill, I have a pond I am looking at, but other than that, I probably will not be able to get another project designed with the area office before next fiscal year.

So I would like to use as much sheet and rill as we can before we run out of time.

1

Mayfield, Diana

From: Bobbie Berger <denbobsplace@hotmail.com>
Sent: Wednesday, January 21, 2015 9:14 AM
To: Mayfield, Diana
Cc: Debbie Nowack (debgib1972@gmail.com); Debra - Nowack (debra.nowack@mo.usda.gov); Matthew Estes (ball1@fidmail.com); Matthew Estes (matttestes71@gmail.com); Matthew Herring; Mike Haeffner (mhaeffner@centurytel.net); Susie Haeffner; Melinda - Barch (Melinda.Barch@mo.usda.gov); Hubbard, Kory
Subject: Re: Kopp waterway

I would approve the variance.

Sent from my iPhone

On Jan 21, 2015, at 9:42 AM, Mayfield, Diana <diana.mayfield@swcd.mo.gov> wrote:

Please see the note below from Kory on the Kopp Waterway project. We are requesting a variance to override the \$10,000 limit. The \$17,882 is the 75% that the landowner would receive. The total project will cost \$23,842.67 at the state average cost.

Diana Mayfield

District Specialist II
Gasconade County SWCD
314 S. Olive Street
Owensville, MO 65066
573-437-3478 ext 3
FAX 573-437-4771

From: Hubbard, Kory
Sent: Wednesday, January 21, 2015 8:14 AM
To: Mayfield, Diana
Subject: Kopp waterway

Diana,

Kopps 2 waterways are going to be a total of 17,882 dollars. He requested a variance to be able to complete both at the same time while the dozer operator was available.

We currently have 39,214 in sheet and rill, I have a pond I am looking at, but other than that, I probably will not be able to get another project designed with the area office before next fiscal year.

So I would like to use as much sheet and rill as we can before we run out of time.

Kory Hubbard

Gasconade County SWCD
District Technician II
314 S. Olive Street
Owensville, MO 65066
573-437-3478 ext.3

Mayfield, Diana

From: Susie Haeffner <susha309@hotmail.com>
Sent: Wednesday, January 21, 2015 10:12 AM
To: Mayfield, Diana; Debbie Nowack (debgib1972@gmail.com); Debra - Nowack (debra.nowack@mo.usda.gov); Dennis Berger 0 (denbobsplace@hotmail.com); Matthew Estes (ball1@fidmail.com); Matthew Estes (matttestes71@gmail.com); Matthew Herring; Mike Haeffner (mhaeffner@centurytel.net); Melinda - Barch (Melinda.Barch@mo.usda.gov); Hubbard, Kory
Cc:
Subject: Re: Kopp waterway

I approve the variance.

Mike

On January 21, 2015, at 8:43 AM, "Mayfield, Diana" <diana.mayfield@swcd.mo.gov> wrote:

Please see the note below from Kory on the Kopp Waterway project. We are requesting a variance to override the \$10,000 limit. The \$17,882 is the 75% that the landowner would receive. The total project will cost \$23,842.67 at the state average cost.

Diana Mayfield

District Specialist II
Gasconade County SWCD
314 S. Olive Street
Owensville, MO 65066
573-437-3478 ext 3
FAX 573-437-4771

From: Hubbard, Kory
Sent: Wednesday, January 21, 2015 8:14 AM
To: Mayfield, Diana
Subject: Kopp waterway

Diana,

Kopps 2 waterways are going to be a total of 17,882 dollars. He requested a variance to be able to complete both at the same time while the dozer operator was available.

We currently have 39,214 in sheet and rill, I have a pond I am looking at, but other than that, I probably will not be able to get another project designed with the area office before next fiscal year.

So I would like to use as much sheet and rill as we can before we run out of time.

Kory Hubbard

Gasconade County SWCD
District Technician II
314 S. Olive Street

1

Mayfield, Diana

From: Nowack, Debra - FSA, Owensville, MO <Debra.Nowack@mo.usda.gov>
Sent: Wednesday, January 21, 2015 8:58 AM
To: Mayfield, Diana; Debbie Nowack (debgib1972@gmail.com); Dennis Berger 0 (denbobsplace@hotmail.com); Matthew Estes (ball1@fidmail.com); Matthew Estes (matttestes71@gmail.com); Matthew Herring; Mike Haeffner (mhaeffner@centurytel.net); Susie Haeffner
Cc: Barch, Melinda - NRCS, Linn, MO; Hubbard, Kory
Subject: RE: Kopp waterway

I think we should approve the variance.

Debbie Nowack

Gasconade County FSA
316 Olive St.
Owensville, MO 65066
Telephone: 573.437.4131
FAX: 855.849.1532

County Office email: moowensvil-fsa@one.usda.gov

"Change is inevitable. Growth is optional."

From: Mayfield, Diana [mailto:diana.mayfield@swcd.mo.gov]
Sent: Wednesday, January 21, 2015 8:42 AM
To: Debbie Nowack (debgib1972@gmail.com); Nowack, Debra - FSA, Owensville, MO; Dennis Berger 0 (denbobsplace@hotmail.com); Matthew Estes (ball1@fidmail.com); Matthew Estes (matttestes71@gmail.com); Matthew Herring; Mike Haeffner (mhaeffner@centurytel.net); Susie Haeffner
Cc: Barch, Melinda - NRCS, Linn, MO; Hubbard, Kory - NRCS-CD, Owensville, MO
Subject: FW: Kopp waterway

Please see the note below from Kory on the Kopp Waterway project. We are requesting a variance to override the \$10,000 limit. The \$17,882 is the 75% that the landowner would receive. The total project will cost \$23,842.67 at the state average cost.

1

Conservation Family of the Year NOMINEES

Joe & Amy Cartwright – Joe and Amy are young farmers who are addressing many issues on their farm. They began participating in 2010 through the EQIP program where they developed a grazing system and they have installed several green houses, which enables them to grow fresh vegetables and plants for the farmer's market. They have a pumpkin patch, where they invite families to share in their love for farming. Joe just completed 5240 feet of woodland fencing on their approximately 200 acre farm. Joe works off the farm for a local electric company. They live south of Owensville.

Todd & Vera Nicks - With the support of his mother, Vera, Todd took over the family operation of the farm back in 2011 and has been working diligently to put conservation on the land. He began with installing 4045 feet of Woodland Protection fence and after attending Grazing School he began implementation of a 177 acre Rotational Grazing System for the farm. He installed 8 watering systems utilizing 6566 feet of pipeline and trenching. He just recently completed his cross fencing installing 3278 of additional 1 wire hi-tensile. Todd works off the farm as a local band instructor.

Daniels Family Farm - David Daniels and his brother, James, have been following a conservation plan since 2010. They have utilized the EQIP program to establish a grazing system. They have installed 3575 feet of pipeline with 6 watering facilities. They have fenced out their stream and created paddocks with cross fencing.

Dwayne Loehnig – Dwayne has been cooperating with the District by following HEL crop rotations and he has established a grazing system through the EQIP Program. He has improved his forage production and fenced out his woodlands through EQIP as well. He is currently developing a spring for livestock water through the GCSWCD cost-share program.

VOLUNTEER AWARD – I would like to nominate Sharon & Gary Mace for this year's Volunteer Award. Sharon is a retired FSA employee and she has been helping judge the posters for our annual poster contest for several years. A couple of years ago, she and Gary started donating their time to come and assist at our 4th Grade Field days as well. Sharon has worked at the baby animal site for several years when she was working for FSA. They are eager to help in any way they can. This past year, they helped with lunch and then came back later to assist with passing out the end of the day goodies as well. They enjoy coming and sharing with the children.

PARTNERSHIP AWARD NOMINEES

Owensville Walmarks – I know that Walmarks has been donating a bicycle for the poster contest winners since long before I started my second tour of duty (2000). They are very generous when it comes to donating food items for our 4th Grade Field Days and FFA Ag Field Days.



Missouri Association of Soil and Water Conservation Districts

January 27, 2015

President

KENNY LOVELACE
NACD Board Member
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RR 1 Box 76
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hnh@marktwain.net

TO: Missouri Soil and Water Conservation Districts

FROM: MASWCD Board of Directors

SUBJECT: 2015 Educational Seminar

The 2015 Educational Seminar will be held on March 17 and 18, 2015, in Jefferson City. It is imperative that Supervisors make themselves available to discuss issues with their legislators not only at the seminar, but any chance the opportunity arises.

The objective of the seminar is to get to know the members of the Missouri General Assembly and inform them of the important and effective job soil districts are doing in using the sales tax funds through the soil and water conservation programs. The legislators do not always understand the priorities required by soil and water conservation as well as the intended use by voters of the sales tax. With many new legislators this year it is essential that we take the time to educate them about our program.

The Seminar will begin with a reception at 5:30 p.m. Tuesday, March 17, 2015, at the Capitol Plaza Hotel, 415 W. McCarty, in Jefferson City. This reception at the hotel will replace the breakfast the following morning we have had in the past. We have heard that many Legislators prefer an evening event. You will need to personally invite your Legislators to the reception; they will not be sent information about the reception except through you. Following the reception there will be presentations on House and Senate bills concerning conservation, the DNR budget and the Parks & Soils Sales Tax currently in the legislature. The morning of March 18th will be visits with Legislators.

Each District should personally invite their Legislators to the reception and if desired schedule an appointment on March 18th to follow-up the evening discussion or meet with those who cannot make it to the reception. Information containing addresses and phone numbers of the legislators and current bills of concern or interest will be available from the MASWCD web page at www.maswcd.net and the state of Missouri web site at www.house.mo.gov. The registration fee for the seminar will be \$20 per person attending. This will help cover the cost for the meeting room and the reception.

Please return the registration form with the registration fee by March 1st to Peggy Lemons, MASWCD, 1209 Biscayne Drive, Jefferson City, MO 65109.

A block of rooms has been reserved at the Capitol Plaza Hotel in Jefferson City for the night of March 17th for this meeting. The room rate is \$83 plus tax. Each district is responsible for making their own hotel reservations, please reference Missouri Soil and Water when calling for a reservation. For reservations call 800-338-8088 or 573-635-1234. Rooms need to be reserved as soon as possible; cut-off date for the reservation block is February 17th. After that date it is on a room-available basis. If you are interested in direct billing for your rooms, you will need to speak with the sales staff at the Capitol Plaza Hotel to set up the direct billing. If you have questions concerning the 2015 Educational Seminar, please contact Peggy at 573-893-5188 ext. 3, or by e-mail at peggy.lemons@swcd.mo.gov. Hotel rooms are very tight in Jefferson City during January, February and March due to the Legislative Session. If you are interested in information on other hotels in Jefferson City, call Peggy. The MASWCD Board of Directors will hold their board meeting on March 17th from 11:00 a.m. to 5:00 p.m. at the Capitol Plaza Hotel in Jefferson City.

In closing, I cannot emphasize enough the importance of this seminar to all of Missouri's Soil and Water Conservation Districts. We must continue to remind the public and our elected officials about the importance of soil and water conservation and the purpose of the sales tax funds. Remember, expenses for attending this seminar must be from local funds, they are not eligible for reimbursement from state funds (Personnel or Administrative Grant).

Sincerely,

Kenny Lovelace

Kenny Lovelace
MASWCD President

MASWCD EDUCATIONAL SEMINAR AGENDA

**March 17/18, 2015
Capitol Plaza Hotel Ballroom
State Capitol Building
Jefferson City, Missouri**

TUESDAY March 17, 2015

5:15 P.M. RegistrationCAPITOL PLAZA HOTEL
5:30 P.M. Reception with LegislatorsCAPITOL PLAZA HOTEL
6:30 P.M. Informational Meeting.....CAPITOL PLAZA HOTEL

- A. Welcome
- B. FY-2016 Budget Summary
- C. Legislative Issues
- D. Closing Comments

WEDNESDAY March 18, 2015

Visit Your Legislators/Attend Sessions CAPITOL BUILDING

COOPERATION--COMMITMENT--CONSERVATION

2015 EDUCATIONAL SEMINAR REGISTRATION
No Refunds after March 10, 2015

NAME _____

ADDRESS _____

DISTRICT _____ POSITION _____

Please return along with \$20 Registration per person to the MASWCD Office:

Peggy Lemons
MASWCD
1209 Biscayne Drive
Jefferson City, MO 65109

CREDIT CARD PAYMENT INFORMATION:

Name on Card _____

Credit Card: ☐ Visa ☐ MasterCard Amount _____

Credit Card No: _____ Exp. Date: _____

Signature: _____

Soil and Water Conservation Districts Internship

The Soil and Water Conservation Program (SWCP) is funded by a one-tenth-of-one-percent, Parks, Soils and Water sales tax approved by voters. The SWCP administers funds received by the tax for a voluntary program to agricultural landowners through Soil and Water Conservation Districts (SWCD) which provide technical and financial assistance. Financial assistance can provide up to 75 percent cost-share for landowners to install conservation practices on agricultural land to control soil erosion and protect water quality. Since establishment of the sales tax in 1984, the program has helped to conserve and assure the continued productivity of Missouri's soil and water resources, saving an estimated 175 million tons of soil through Fiscal Year 2014.

SWCP Internship Overview

Funding for a summer internship program is available to all **114 county SWCDs** from May 1, 2015 to September 1, 2015. It is at the discretion of each SWCD to participate in the internship program. Student interns will gain work experience in a hands-on learning environment that will promote personal and professional growth while mentoring with SWCD board of supervisors and staff, and conservation partners. Specific job duties, work schedule and hourly pay will be determined by the local SWCD board. The internship may focus on technical training of planning and design of conservation practices to reduce soil erosion and improve water quality. The internship may also focus on office operations and managerial duties to efficiently provide cost-share financial assistance to landowners. Each intern may work with their higher education institute as needed to receive college credit for your participation in the internship.

Applicant Eligibility

Applicants must be a higher education (college, university, technical school, etc.) student within any degree major. The intern cannot be a high school senior transitioning to a higher education institution regardless of college credits earned in high school or cannot graduate from a higher education institution before the end of the internship. An intern does not have to reside in the county where the internship is located.

Internship Contact Information

Contact your local SWCD office to determine if they plan to participate in the 2015 summer intern program. Participating districts will provide you with an application form and internship details specific to the district. To find the SWCD office nearest you, call 800-361-4827 or visit <http://www.swcd.mo.gov/>.

Quotes from 2014 SWCD Intern Surveys:

"I learned so much about conservation that I would have never learned without working with the SWCD. I was able to do everything hands on and had a great team of employees to help me learn along the way."

"I thoroughly enjoyed working with landowners, and helping them solve conservation concerns on their land."

Soil and Water Conservation Program

phone: 800.361.4827
website: <http://www.swcd.mo.gov>

Benton County Soil and Water Conservation District

535 N. Hwy. 65
Lincoln, Missouri 65338
660-547-2351, Ext. 3

Central Region Envirothon

February 2, 2015

Ladies & Gentlemen:

The **sixteenth annual Central Region Envirothon Competition** is rapidly approaching. On Wednesday, **April 8, 2015**, teams of high school students from the Central Missouri Region will gather at **Runge Nature Center at Jefferson City** to demonstrate their knowledge and problem-solving abilities on various natural resource topics.

The regional planning committee has been busy preparing and planning for this event. It is now time to solicit help from the SWCD Boards and staffs of the seventeen counties that make up the central region. In order for this annual competition to be successful, financial assistance and additional manpower will be needed.

Financial assistance will be needed to cover event-day expenses (food, t-shirts, supplies, etc.); and registration fees for the top three teams to participate in the State Contest on May 1. To help defray the cost of these expenses, we are asking each district to contribute \$50, but would sincerely appreciate any amount possible.

Additional "manpower" is also needed to make this event a success. We anticipate needing a minimum of 45 workers the day of the competition (April 8th). Volunteers can be board members, landowners, SWCD or conservation partner employees. Anyone interested in working with talented, energetic students.

In order to know where we stand financially, and ensure we have enough workers, we ask that you send your contributions, or notify us of your willingness to work no later than March 11th, 2015.

Soil & Water Conservation Districts have always been very generous in supporting educational activities for the youth, and we thank you in advance for your contribution to this exciting competition for our high school students. **Please send your contribution to:**

**Benton Co. SWCD
535 N Hwy 65
Lincoln MO 65338
Attn: Tina Dulaban**

Also, contact me via phone or email if you are willing to volunteer your time. (phone: 660-547-2351 ext. 3) Workers will need to arrive no later than 7:30 a.m. on April 8th.

Thanks again for all your help!

Sincerely,

Tina Dulaban,
Central Region Envirothon



Natural Resources Conservation Service
1315 E Main
Linn, Missouri 65051

**January 2015
NRCS Board Report**

During the month of January I attended the monthly board meetings in Gasconade, Maries and Osage Counties.

NRCS staff finalized all CSP landowner folders and met with them to review obligated contract.

NRCS staff has been working on FY15 EQIP applications.

NRCS announced the next general CSP signup that runs through February 27th.

NRCS staff attended the Mid Missouri Grazing Conference in Jefferson City. There were 140 attendees at this conference.

I was selected as the District Conservationist for the new FOSA of Osage, Maries, Gasconade and Cole. This will become effective February 22nd.

Melinda L. Barch
District Conservationist



Jeremiah W. (Jay) Nixon, Governor

Sara Parker Pauley, Director

DEPARTMENT OF NATURAL RESOURCES

dnr.mo.gov

January 8, 2015

Board of Supervisors
Gasconade Soil and Water
Conservation District
316 South Olive Street
Owensville, MO 65066

Dear Supervisors:

The Soil and Water Districts Commission approved the Fiscal Year 2016 (FY16) Cost-Share Allocation process at their December 18, 2014 meeting. This letter explains the process that will be followed for allocating cost-share funds in FY16 and includes information specific to your soil and water conservation district's (SWCD) allocations. Supplemental allocations in addition to the FY16 Initial Allocation will again be implemented this year. The statewide Needs Assessment request for FY16 was \$69.7 million. The Initial Allocation for FY16 is \$28.2 million based on a budget request of \$31 million cost-share appropriation authority. **Please note that these cost-share allocations are based in part, on the Department of Natural Resources (Department) proposed FY16 cost-share appropriation authority. Final funding may change depending on the Department's final FY16 appropriation.**

Each SWCD's FY16 Initial Allocation is based on the SWCD's FY16 Needs Assessment and cost-share contracts paid in FY11, FY12 and FY14; FY13 was not used because it was not a typical year due to the drought. Districts that spent more than 80% of the cost-share in a Resource Concern from the Initial Allocation for FY11, FY12 and FY14 will receive a 5% increase in that Resource Concern above the FY15 Initial Allocation; those that spent less than 80% will receive a 5% reduction. SWCDs requesting funds for the first time in any Resource Concern(s) except Animal Waste and Nutrient & Pest Management will be allocated up to \$10,000 for that Resource Concern(s) based on the SWCD's Needs Assessment. First time request(s) for Nutrient & Pest Management and Animal Waste Management will be allocated up to a limit of \$25,000 based on the SWCD's Needs Assessment. Following is a table showing the SWCD's FY16 Initial Allocation for each Resource Concern and a timeline that outlines the FY16 allocation process.



Recycled Paper

Gasconade Soil and Water Conservation District Initial FY16 Allocation: \$ 91,220.00	
Resource Concern	Allocation
Grazing Management	\$ 20,734.00
Irrigation Management	\$ 0.00
Sensitive Areas	\$ 14,250.00
Sheet/ Rill & Gully Erosion	\$ 36,511.00
Woodland Erosion	\$ 17,325.00
Advanced Allocation (10%):	\$ 8,882.00
Animal Waste Management	\$ 0.00
Nutrient & Pest Management	\$ 0.00
Total Advanced Allocation:	\$ 8,882.00
Cover Crops (July 1, 2015)	\$ 2,400.00

January 2015

FY16 Advanced Cost-Share Allocation

The Advanced Allocation is limited to 10% of the FY16 Initial Allocation Resource Concerns excluding the Nutrient & Pest Management, Cover Crops and Animal Waste Management Resource Concerns. For example, if an SWCD's Initial Allocation is \$100,000, then the SWCD can request up to \$10,000 as an Advanced Allocation to be divided amongst the eligible Resource Concerns that have been requested in the SWCD's Needs Assessment. Please fill out the attached form including board signature to indicate the Advanced Allocation amount per Resource Concern and email it to April Brandt (april.brandt@dnr.mo.gov). The form can be submitted through Friday, March 6, 2015. Your SWCD will be notified by email when allocations have been entered into MoSWIMS and the district staff can create contracts for FY16. The fiscal year from which funds will be obligated to a contract is based on the termination date. **Landowners awarded contracts using FY16 funds, must be informed that they cannot receive payment for the practice(s) until after July 1, 2015, regardless of when the practice(s) is completed.** All FY16 contracts must have a termination date prior to June 15, 2016.

Nutrient & Pest Management and Animal Waste Management allocations entered in the Advanced Allocation form will be available on January 9, 2015 for all districts that receive an allocation in these resource concerns. SWCDs that do not request Advanced Allocation funds will receive their entire Initial Allocation after July 1, 2015.

July 2015

FY16 Initial Allocation

The FY16 Initial Allocation (or the amount remaining if the SWCD requested an Advanced Allocation) will be provided in July, as soon as the end-of-year rollover process is completed.

August 1, 2015

FY16 Supplemental Allocations

Supplemental Allocations will begin after August 1, 2015. Supplemental Allocations will be provided when SWCDs have obligated their cost-share funds in a Resource Concern to a threshold amount (to be decided). Nutrient & Pest Management is the only Resource Concern not eligible for Supplemental

Gasconade SWCD

January 8, 2015

Page 3

Allocations. Supplemental Allocations will be provided monthly to those SWCDs that qualify, and the totals will be evaluated by the Soil and Water Districts Commission on a periodic basis. Supplemental Allocations allow SWCDs to respond in areas where there is high demand and funding is not adequate. Additional information will be provided later regarding the Supplemental Allocation process.

The program office appreciates SWCD boards, staff and partners for your work towards meeting conservation goals and continued efforts in supporting Missouri agriculture through the implementation of soil and water conservation practices. If you have any questions, please contact your district coordinator. Thank you.

Sincerely,

SOIL AND WATER CONSERVATION PROGRAM

A handwritten signature in cursive script that reads "Colleen Meredith".

Colleen Meredith
Director

CM:af

FY16 Advanced Cost-Share Allocation Distribution Form

EXAMPLE:

Total Advanced Allocation Available:

\$20,000.00

Resource Concern	A Initial Allocation	B Advance Allocation Requested**
Grazing Management	\$ 50,000.00	\$ 5,000.00
Irrigation Management	\$ 0.00	\$ 0.00
Sensitive Areas	\$ 15,000.00	\$ 0.00
Sheet, Rill, and Gully Erosion	\$ 105,000.00	\$ 15,000.00
Woodland Erosion	\$ 30,000.00	\$ 0.00
Advanced Allocation Available:		
Animal Waste Management	\$	\$ 20,000.00
Nutrient & Pest Management	\$	\$ *10,000.00
Total:	\$	\$ 55,000.00

Gasconade Soil and Water Conservation District

Total Advanced Allocation Available:

\$ 8,882.00

*Animal Waste and Nutrient & Pest Management Resource Concern Allocations will be loaded January 9, 2015.

**For each Resource Concern, the Advanced Allocation Requested (column B) cannot exceed the Initial Allocation in Column A.

Resource Concern	A Initial Allocation	B Advanced Allocation Requested**
Grazing Management	\$ 20,734.00	\$
Irrigation Management	\$ 0.00	\$
Sensitive Areas	\$ 14,250.00	\$
Sheet, Rill, and Gully Erosion	\$ 36,511.00	\$
Woodland Erosion	\$ 17,325.00	\$
Advanced Allocation Available:		
Animal Waste Management	\$	\$ 8,882.00
Nutrient & Pest Management	\$	\$ *0.00
Total:	\$	\$ 8,882.00

Board Member
(Please Print):

Board

Signature:

Date



Jeremiah W. (Jay) Nixon, Governor • Sara Parker Pauley, Director

DEPARTMENT OF NATURAL RESOURCES


www.dnr.mo.gov

MEMORANDUM

2015-010

DATE: January 12, 2015

TO: All Soil and Water Conservation Districts

FROM:  Colleen Meredith, Director
Soil and Water Conservation Program

SUBJECT: Continuation of Fiscal Year 2015 (FY15) Supplemental Allocations

The Soil and Water Districts Commission approved continuation of the Supplemental Allocations at their December 18, 2014 meeting. The Supplemental Allocations provide funds in the resource concerns of Grazing Management, Irrigation Management, Sensitive Areas, Sheet/Rill and Gully Erosion and Woodland Erosion.

FY15 Supplemental Allocation Process

Scheduled supplemental allocations are based on the following:

- The Master Fund Status Report in the Missouri Soil and Water Information Management System (MoSWIMS) is reviewed at 4:00 p.m. on the dates below to determine the resource concerns that have reached 90 percent obligated, which is the threshold for eligibility.

December 23, 2014 (implemented)

January 8, 2015 (implemented)

January 22, 2015

February 5, 2015

- MoSWIMS is locked the following day to load allocations and an email is sent when MoSWIMS becomes available.
- An allocation amount of \$20,000 is provided in each qualifying resource concern and an email is sent to districts that receive an additional allocation(s).
- Districts may qualify multiple times in the same resource concern if the 90 percent eligibility threshold is met on each of the scheduled dates.
- Districts are limited to a \$300,000 maximum Supplemental Allocation at this time.

All SWCDs
January 12, 2015
Page Two

The program will evaluate the process and current status of the FY15 allocations with the Commission at their next meeting, tentatively scheduled for February 11, 2015.

If you have any questions, please contact your district coordinator. Thank you.

CM:tm



Jeremiah W. (Jay) Nixon, Governor • Sara Parker Pauley, Director


DEPARTMENT OF NATURAL RESOURCES

www.dnr.mo.gov

MEMORANDUM 2015-011

DATE: January 12, 2015

TO: All Soil and Water Conservation Districts

FROM:  Colleen Meredith, Director
Soil and Water Conservation Program

SUBJECT: Well Certification Fee

The Soil and Water Conservation Program (SWCP) recently reviewed well drilling receipts from soil and water conservation districts (SWCDs) in response to a request to the Soil and Water Districts Commission. The receipts were being reviewed to determine if a higher cost-share rate for well drilling was warranted in a designated area of Southeast Missouri. The review showed well drillers charged different amounts for the well certification fee ranging from \$80 to \$250.

The well certification is administered by the Department of Natural Resources (DNR), Missouri Geological Survey, Wellhead Protection Section. The well certification fee is \$80. This fee is the cost associated with the review of the well record to determine compliance with minimum construction standards. Certification of a well provides the landowner assurance that the drilling contractor has met all state requirements. Certification is also useful in real estate sales and is becoming a routine requirement for lending institutions in order to protect public health and environment. This link www.dnr.mo.gov/mowells is available for anyone searching for well information or a local well or pump installation contractor.

The SWCP wants to provide this information to each district so you in turn can inform your landowners of this cost. When landowners apply for a practice that includes well drilling, we encourage SWCDs to give them a copy of this memorandum so they are informed. Well drillers that charge a DNR certification fee in excess of \$80 are possibly including additional administrative costs from the well driller. If this is the case, the driller's administrative costs should be separate from the DNR certification fee on the receipt they provide to the landowner.

Attached you will find a list of Frequently Asked Questions from the Department's Wellhead Protection Section. Your district may wish to provide this list of questions to landowners who are preparing to have a well drilled on their property. This attachment also contains contact

All SWCDs
January 12, 2015
Page Two

information for the Missouri Geological Survey, Wellhead Protection Section if your district or the landowner has additional questions. Thank you.

CM:tm

Attachment



Wellhead Protection Section – Frequently Asked Questions

Missouri Geological Survey fact sheet
Missouri Geological Survey Director: Joe Gillman

2/2014

What is the law?

Missouri Law Sections 256.600 to 256.640 RSMo was passed to protect groundwater in Missouri by providing minimum construction standards of private wells and permitting well drillers and pump installers. The law is posted on the Missouri General Assembly's website: moga.mo.gov/statutes/chapters/chap256.htm

What are the benefits of the law?

The law helps protect the state's groundwater. The law ensures that wells are constructed properly which helps prevent contamination of the groundwater. Also, the well is registered as a certified well and may increase the property value.

Whom does the law affect?

Everyone who owns a well or utilizes water from a public water supply that gets water from wells, or who has anything to do with installing wells.

Why have the law?

The law is here to ensure that all private water wells are constructed to minimum standards. Improperly constructed wells create a health risk for well owners and their neighbors and threaten the quality of the state's groundwater supply.

When was the law passed and when did the rules take effect?

The bill was signed into law August 1985, and the rules became effective October 30, 1987.

Does the law apply to wells constructed before October 1987?

Yes, but only concerning how these wells are plugged after they are no longer needed.

To which type of water wells does the law apply?

All wells must be reported by the driller when completed. The construction standards specified in the rules and regulations manual apply to domestic wells (private water supplies). The manual includes definitions of well types (such as multiple family wells, irrigation wells, community wells, non-community wells and others).

What are my responsibilities with respect to the law?

Potential well owners are responsible for finding a permitted well driller to construct their wells properly. Also, new well owners must pay an \$80 processing fee when their wells are completed. This fee is for the cost of registering your well with the state. Registering your well gives you a source of information and technical advice for problems with your well.

Who administers the law?

The Missouri Department of Natural Resources' Missouri Geological Survey administers the Well Drillers' Law. The mailing address is PO Box 250, Rolla, MO 65402-0250. The physical address is 111 Fairgrounds Road, Rolla, MO 65401-2909.

Do other states have a similar law?

About 40 other states have a law regulating water well construction.

Is my tax money being used to implement the law? Where does the money from the fees go?

The department's water well drillers' section is fee-supported. Money collected for permit fees and well registration is used to administer the law.

Who can give advice about the law?

The Department of Natural Resources' Missouri Geological Survey is the best source of information about the law.

How many wells are drilled in the state each year?

About 6,000 to 10,000 new wells are drilled each year in Missouri. These include water wells, heat pump wells, monitoring wells and mineral exploratory wells.

Does everyone need a permit to have a well drilled?

Only professional well drillers and pump installers, who charge for their services, must have a permit to construct a well. There are certain exceptions to the permit required for some landowners (see 256.607 RSMo). The driller files a Water Well Record within 60 days after the well is drilled. When the record is filed with the Department of Natural Resources, it is reviewed. If it meets the minimum standards, it is assigned a certification number and the owner will receive a certification letter.

What is the most critical part of the well? Why is this so important?

The proper amount of casing and a good seal around the casing are critical to ensure safe drinking water. Casing is an impervious, durable pipe used to prevent the walls from caving and to prevent surface drainage of undesirable fluids from entering the well.

How much casing does my well need?

The amount of casing required for each well varies, dependent on the geology of the area where you live. Regions are defined in the rules and regulations manual.

What can I do to be sure that my well is constructed properly?

Contact Department of Natural Resources' Missouri Geological Survey at 573-368-2165 before your well is drilled to discuss what to ask for while your well is being constructed. We will help you in any way possible.

From what sources can my well be contaminated?

Septic tanks, lagoons, feed lots and improperly abandoned wells are common sources of contamination to wells.

Can I tell whether my well is contaminated by the water's taste or smell?

If your water has an odd taste or smell, you should have your water tested. However, your water may be contaminated even though it doesn't have a bad smell or taste. It is wise to have your water tested periodically.

How often should I have my water tested? Who should test it?

It is wise to test your water twice a year. The results of the analysis will establish a track record and may increase your property value. Private laboratories will test the water quality of a well as will the Missouri Department of Health.

Can contaminated wells be repaired?

Most contaminated wells can be repaired, but it may cost more to repair them than it does to construct them properly the first time.

Can my neighbors' well contaminate mine?

A neighbor's well can contaminate yours when the water moves through water-bearing zones or aquifers.

How do I disinfect a well?

Chlorine bleach or sodium hypo chlorite (HTH) tablets, available at most hardware stores, can disinfect your well. Your driller or pump installer is required by the rules to disinfect your well when he completes the work. Information on how to disinfect your well is available from the division or your well driller and pump installer.

What does the presence of coliform bacteria indicate?

The presence of coliform bacteria in a well indicates that water contaminated by organic material has entered your well.

Why are there different construction requirements for different types of wells?

Construction requirements are based on well yield, use of well, (i.e., single-family use, multiple-family use, public use) and the region in which your well is located, and vary throughout the state according to the geology of the region.

How many homes can use the same private well?

Three single-family residences may use one well. Wells that serve between three to approximately eight families, called multiple-family wells, have a different set of minimum construction standards.

Am I liable if my well contaminates the groundwater?

Yes, you may be liable if your well contaminates the groundwater, especially if willful negligence is proven in court.

What is the proper procedure to abandon a well?

The correct way to plug or seal a well varies and depends on type and depth of the well. A brochure is available from the division that explains the process of plugging a well.

How do I locate a permitted driller?

To locate a permitted well driller or pump installer, check your telephone directory for companies that advertise as state-permitted companies. Check with the Department of Natural

Resources to learn which permitted drillers are in good standing. Ask new well owners for the names of their drillers and whether they had or are having any problems.

What is the purpose of permitting the drillers and pump installers?

Issuing permits to well drillers establishes a minimum standard of competency and enables the state to enforce minimum construction standards.

How can I tell whether my driller is permitted?

Permit numbers should be affixed to the well driller's equipment. To ensure that the permit is current, you can check his permit card for an expiration date or call the division for this information.

How often are the driller and pump installer permits reviewed?

Permits are reviewed annually for renewal, or when specific incidents occur that warrant immediate attention.

What is a Water Well Record?

A water well record is a form that is completed and filed by the contractor. It certifies that the well is constructed according to the minimum construction standards. It is filed with the Department of Natural Resources' Missouri Geological Survey in Rolla, Mo. The \$80 fee for registering a certified well is paid by the well owner. Should problems arise in the future, both the owner and the state have a record of the well's construction. Also, a potential buyer, lender, or realtor is assured of a certified well.

Who actually certifies my well? How is the state involved?

The well driller reports on the construction of the well by completing the Water Well Record form. If the well is constructed properly, the state then issues a certification number.

If I have two different companies working on the well, which one should charge the \$80 certification fee?

The driller involved in the drilling procedures should collect the \$80 certification fee and send it to the division.

Who wrote the rules?

Department of Natural Resources' staff members developed the Rules and Regulations booklet, with the aid of reputable water well contractors statewide.

How can I get a copy of the Rules and Regulations?

Rules are available at the Missouri Secretary of State's website:
sos.mo.gov/adrules/csr/current/10csr/10c23-3.pdf

Where are the most sensitive areas of the state?

The most sensitive areas of the state are those of rapid development or urbanization, where the geological features cause the groundwater to be particularly vulnerable, and where natural pollutants and water quality of shallow zones causes potential pollution of larger aquifers.

How were the boundaries determined for different regions' minimum construction standards?

The boundaries determined for different region's minimum construction standards were based on geologic conditions, groundwater hydrology of the area and drilling conditions.

Where can I find the legal description of my property?

Legal descriptions of property boundaries can be found on tax receipts, courthouse records, property deeds, county maps and abstracts.

Are there restrictions on the location of a well?

Yes, restrictions on the location of a well are covered in the regulations manual in Chapter 3. The regulations are based on the distances from sources of contamination, such as septic tanks, lagoons, houses, cemeteries and drain fields.

Nothing in this document may be used to implement any enforcement action or levy any penalty unless promulgated by rule under chapter 536 or authorized by statute.

For more information:

Missouri Department of Natural Resources
Missouri Geological Survey
Wellhead Protection Section
111 Fairgrounds Road
PO Box 250
Rolla, MO 65402-0250
Phone: 573-368-2165
Fax: 573-368-2317
dnr.mo.gov/geology/geosrv/wellhd/



JEREMIAH W. (JAY) NIXON
GOVERNOR

GOVERNOR OF MISSOURI
JEFFERSON CITY
65102

P.O. Box 720
(573) 751-3222

January 9, 2015

Mr. Dennis Berger
Chairman
314 South Olive
Owensville, MO 65066-1409

Dear Mr. Berger:

Thank you for your correspondence to Governor Nixon's office.

As your comments deal directly with Boards and Commissions, please know we have forwarded a copy of your correspondence to the appropriate staff for further review and consideration.

Please do not hesitate to contact our office if we may be assistance in the future.

Sincerely,

A handwritten signature in blue ink that reads "Brianna Murphy".

Brianna Murphy
Constituent Services Liaison
Office of Governor Jeremiah W. (Jay) Nixon

District Manager Report
Diana Mayfield
January 2015

I jumped into the Information/Education programs with both feet. I delivered poster board for the annual poster contest and visited with the high school counselors about the Envirothon. They were very supportive and were going to try and see if they couldn't get a team together for us. Mike Haeffner has been busy rustling up donations for our silent auction. I visited with Swiss Meats while I was out on the poster runs and they will be donating something. I went ahead and prepared a letter for 30 agricultural vendors for donations for the silent auction.

Contacted Catherine at Agri-MO and she sent me a donation request form and she is looking into the idea of someone addressing the landowners with the purpose and opportunities that they have available. I heard back from Cindy Thompson, who is willing to do a presentation at the Annual Meeting.

I have been working on the election paperwork since I now have a full listing of candidates. Jeff Fahrenholz withdrew his nomination, so the committee contacted Chelton Hasty and she agreed to run. I also spoke with Glenn Boettcher about running and he contact Rena Gerloff for a nomination.

I have drafted the newsletter and mailed it the last week in January. I also updated the website with upcoming events and updated all of the MDC personnel.

The school is going to be charging \$100 for the use of the commons area for the Annual Meeting.

I have begun doing the NRCS Modules 1-8 just in case it might help us secure an additional stipend from DNR. I have completed 1 and 2 at this time.

Thanks to the Beyond Excel Basic training, I was able to develop a spreadsheet for our equipment/sales that links automatically to an invoice (hurray) and gives me "pivot tables" that will provide summary information for the Board. Thank you so much for the training!

January 2015 Activity Report

Uthlaut – DSP-3.2/3.3 – Planning Visit

Mertz – Technical Advice

Kopp – DWP-3 – Planning

Winters – DSP-3.2 – Survey

Aubuchon – N391 – Planning

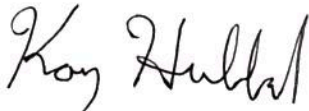
Schlottach – DWC-1 – Planning Visit

Cartwright, Huebner – N472 – Checkout

Withouse – DSP-3.2,3.3 – Planning Visit

A fairly busy month all in all, several plans are done and just waiting on the landowners for final approval. We have several contracts out there; hopefully now that the holidays are over people will be working on them.

Thank you

A handwritten signature in black ink, appearing to read "Kory Hubbard". The signature is written in a cursive, flowing style.

Kory Hubbard

Gasconade County Technician

REGULAR OPEN MEETING GASCONADE COUNTY SWCD

Posted January 28, 2015, 3:00 p.m.

AGENDA

USDA Service Center, 314 S. Olive Street, Owensville, MO

Tuesday, February 3, 2015, 6:30 pm

- ☐ Open Meeting –Chairman
- ☐ Review Minutes of the January Board Meeting – Secretary
- ☐ December Financial Review
 - Treasurer's Report
 - Time Sheets
 - Stipend adjustment

Unfinished Business

- ☐ Internship program
- ☐ Annual Meeting – School is going to charge \$100 for use.
- ☐ County Commission Budget approval
- ☐ Board Candidate Certification

New Business

- ☐ Cost-Share –
 - Fund Status
 - Variance Approval for Kopp Waterways – 01/21/15 via e-mail.
 - Approve Conservation Plans, Cost-share Contracts, Change Orders, and Payments

Name	Cons Plan	Cost-Share Practice	Contract, Change Order or Payment	Application Number
Joseph/Amy Cartwright ¹		N472	Payment	062-15-0007
Kevin/Vicky Huebner ²		DSP-3.3	Payment	062-15-0009
Kevin/Vicky Huebner ²		N472	Payment	062-15-0010
Kevin/Vicky Huebner ³		N472	Change Order	062-15-0010
Kevin/Vicky Huebner ⁴		N472	Payment	062-15-0010
Paul A Mundwiller		N574	Change Order	062-15-0011
Kleine Himmel Vineyards		DSP-3.2	Change Order	062-15-0013
Aaron Winter/Hillary Alexander		DSP-3.1	Change Order	062-15-0014
EDK Farms LLC		DSP-3.2	Change Order	062-15-0024
Gregory & Katherine Gerlemann ⁵	CRP			
Jason/Tara Kopp	C/S	DWP-3	Contract	062-15-0023
Adam Utlaut – Pending		DSP-3.2		
Kattlemann Trust – Pending		WQ10		
Kattlemann Trust – Pending		DSP-3.2		
John/Danielle Withouse - Pending		DSP3.2		

¹Approved by Matt Estes, 01/12/15

²Approved by Debra Nowack, 01/13/15

³Approved by Debra Nowack, 01/15/15

⁴Approved by Debra Nowack, 01/21/15

⁵Approved by Matt Estes, 01/22/15

- ☐ Annual Plan of Action
 - Annual Meeting
 - Conservation Family Award
 - Volunteer Award
 - Partnership Award
- ☐ 2015 Education Seminar
- ☐ Additional New Business
 - Internship Flyer
 - Envirothon Request
 - Melinda Barch Monthly Report
- ☐ DNR Memorandums and Letters

- January 8, 2015 Letter – Fiscal Year 2016 Cost-share Allocation w/early allocation request
- Memorandum 2015-010, Continuation of Fiscal Year 2015 (FY15) Supplemental Allocations
- Memorandum 2015-011, Well Certification Fee
- ☐ Mail
 - Governor's response
- ☐ NRCS and District Reports
- ☐ Calendar of Events –
 - February 4, 2015, Envirothon Mtg, Runge Center
 - February 16, 2015, George Washington
- ☐ Adjourn. Next meeting scheduled for Tuesday, **March 3, 2015, at the USDA Service Center, 6:30 p.m.**

Soil & Water Conservation District Boards may go into closed session at this meeting if such action is approved by a majority vote of the board members who constitute a quorum to discuss legal, confidential, or privileged matters under § 610.021(1), RSMo 2000; personnel actions under §610.021(3); personnel records or applications under §610.021(13), records under § 610.021(14), or audit issues under § 610.021(17), which are otherwise protected from disclosure by law.